

# **New Haven Community Schools Notice to Bidders**

**New Haven Community Schools** will receive sealed bid proposals for construction trade work from qualified Subcontractors for the **Renovation of the playground areas and the installation of new lockers for Siefert Elementary School, 24125 26 Mile Rd., Ray Township, MI.**

**Proposals Due** Proposals may be mailed or delivered in person to **Dr. James Avery, New Haven Community Schools Administration Office, 58233 Gratiot Avenue, New Haven, MI 48048**

**Proposals for Siefert Elementary School** must be received prior to **3:00 p.m. (local time)** on **Wednesday, May 18, 2005.**

**Proposals will be publicly opened at 3:15 p.m. at the Administration Office.** All bids will be evaluated after the bid opening. Bids received after 3:00p.m. on the bid date will be disqualified.

The project will utilize separate prime contractors. All contracts for construction will be direct contracts with the Owner. Overall administration of the Project will be the responsibility of the **Construction management Firm, E. Gilbert & Sons, Inc.,** 45887 Mound Rd., Utica, Michigan 48317, Phone: 586-731-7450, Fax 586-731-9289. The Owner will award contracts on or about **May 23, 2005** to separate contractors for separate bid divisions or combinations of bid divisions. A Bidder may submit a proposal on more than one Bid Division; however, a separate bid must be submitted for each Bid Division of a combined bid. All bids shall be submitted on the bid forms provided in the project specifications, completely filled in, and executed (copies of the bid forms are acceptable). Facsimile bids will not be accepted.

The Bidders shall read and review the Bidding Documents carefully, and familiarize themselves thoroughly with all requirements.

**A Pre-bid meeting (non-mandatory)** will be conducted by the Construction Manager, E. Gilbert & Sons, Inc., and the Architect, **Wold Architects,** at **3:00 P.M. May 12, 2005 at E.F. Siefert Elementary.** The Meetings will be held at the school site.

**Plans Available** One (1) set of Bidding Documents will be provided to each contractor furnishing a plan deposit fee of **\$25.00** per set through E. Gilbert & sons, Inc.. All checks and/or money orders are to be made payable to the **New Haven Community Schools.** Plans may be obtained from E. Gilbert & Sons, Inc., attention Nancy Schroeder (586-731-7450). Plan deposits are refundable, provided plans and specifications are returned in good condition to the Construction Manager following contract awards. All questions regarding the bidding procedures, design, and drawing/specification intent are to be directed to the **Construction Manager** on a Clarification Request Form (See Section 00310), attention Michael Beaugrand.

**A Bid Security** in the amount of five percent (5%) of Base Bid shall accompany each proposal or proposal combination. The Bid Security may be in the form of a Bid Bond, Cashier's Check, or Money Order. Personal checks are NOT acceptable. Bids may not be withdrawn for a period of **sixty (60) days** after the bid date. Successful Bidders may be required to furnish Surety Bonds as stated in the Project Specifications (Section 00600).

**All Bids** shall be accompanied by a sworn statement disclosing any familial relationship that exists between the owner (s) or any employee of the bidder and any member of the Board Of Education of the School District. The Board Of Education **will not** accept a bid that does not include a sworn and notarized familial relationship disclosure statement.

The Owner reserves the right to reject any or all proposals, accept a bid other than the low bid, and to waive informalities, irregularities, and/or errors in the bid proposals, which they feel to be in their own best interest.

**Separate proposals will be received for the following Bid Categories:**

**2882 – Playground Equipment**  
**6100 – General Carpentry**  
**9654 – Resilient Tile Flooring**  
**1050 – Standard Lockers**

**Dr. James Avery, Superintendent, New Haven Community Schools**